

APPLICATION INSTRUCTIONS FOR APPLICANTS

*Forms in red are downloadable.

Required Application Materials

1.Pledge

<https://bit.ly/326eP9J>

2.Copy of the applicant's Official Academic Transcript

3.Letter of Recommendation

4.Certificate of Enrollment at home university

<https://bit.ly/2QSg1II>

5.Photocopy of certificate of language proficiency

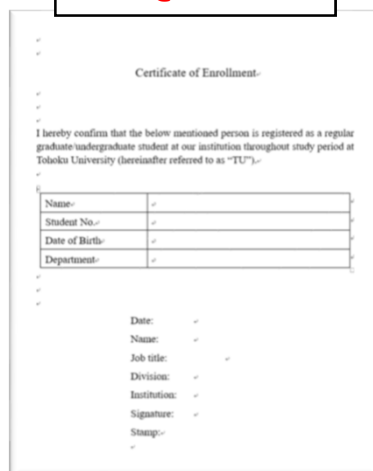
6.Photocopy of passport identification page

7.ID photo

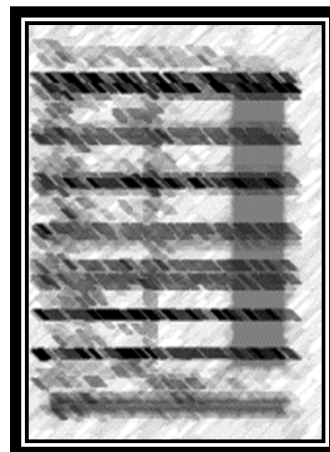
1.Pledge

A document titled "PLEDGE" with a header in Japanese. It contains several sections of text in Japanese, including a declaration of intent to study at Tohoku University and a commitment to follow the university's rules. There are checkboxes for various items and a space for a signature at the bottom.

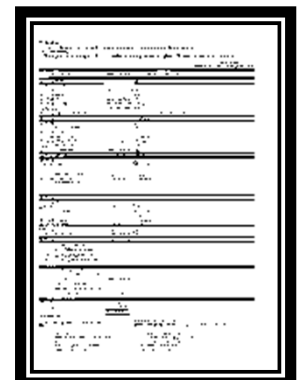
4.CoE @home univ.

A document titled "Certificate of Enrollment" in English. It states: "I hereby confirm that the below mentioned person is registered as a regular graduate/undergraduate student at our institution throughout study period at Tohoku University (hereinafter referred to as "TU").". Below this is a table with fields for Name, Student No., Date of Birth, and Department, each with a checkmark. At the bottom, there are fields for Date, Name, Job title, Division, Institution, Signature, and Stamp, each with a checkmark.

3.Letter of
recommendation



5.language
certificate etc.



1. Visit the login URL with the login ID and password provided in the nomination completion email.

INTRODUCTION

Welcome to the T-cens Online Application System for Tohoku University's exchange programs.

[View the details of the exchange programs at Tohoku University.](#)

Login

ID:

Password:

Forgot applicant's ID or/and Password ?

log-in URL:
https://applicant.insc.tohoku.ac.jp/t-cens_tohoku_ex/login.php

T-cens.support@applicant.insc.tohoku.ac.jp | taro.mita@tohoku.ac.jp
[Tohoku University T-cens] Nomination completed

Dear Partner,

Thank you for your cooperation! Your applicant's nomination has been completed.

Please visit the following login URL and use the login ID and password.
Fill out all required fields and upload all required materials to complete the application.

Applicant: Mr. Mita, Taro

URL :

ID :

Password :

! IMPORTANT ! :MAKE SURE TO KEEP THE ID AND PASSWORD as the information is necessary TO CONFIRM SCREENING RESULT.
Should you have any questions, please contact us without hesitate.

Best regards,

Tohoku University Student Exchange Division
Mail: studyab@grp.tohoku.ac.jp

2.Click “Apply”

Applicant Information

Photo

Applicant ID	EXCOLA180005
First Name	Taro
Family Name	Mita
Sex	Male
Birthday	1990-01-01
University	Ga4 - Global Education Exchanges for Engineers and Entrepreneurs
Nationality	Albania

Message

InBox (1)

New	Date	Subject
NEW	2018-07-31 17:28:02	Welcome to T-cens Online Application System

Online Application Procedures

[Registration for Arrival Information](#)

3. Fill out Form1

Complete each section referring to the sample.

All fields with ***Required** must be filled in.

Notes:

- * Fill out all required fields.
- * Only standard English alphabetic characters and numbers are supported. Accented characters like "ä", "ç", "ë" etc. are not accepted.
- * Make sure to click "SAVE" before leaving each page.
- * All required materials must be uploaded through this system. No need to send by email or post.
- * Each file size must be less than 2MB. Use JPEG for the ID photo.

Form 1 Form 2 Form 3 Form 4 Form 5 File Upload SAVE

FORM 1. APPLICANT INFORMATION

Name

NAME (as shown on applicant's passport)

FIRST NAME
TARO

FAMILY NAME
TOHOKU

MIDDLE NAME

FULL NAME (FAMILY, FIRST, MIDDLE)
(Standard Roman Alphabet only)

TARO TOHOKU

Student's E-mail address
taro@taro-tohoku.jp

Date of Birth

Date of birth (yyyy-mm-dd)

(year) / (month) / (day)
2000 / 07 / 02

Sex

Sex

Male

Marital Status

Marital status

Single

Nationality

Nationality 1

Japan

If you select "Other country/area", please enter the details in the field below.

Address

(number, street, Apt. No., city, state)
41 Kawauchi, Aoba-ku, Sendai 980-8576, JAPAN

(country)
Japan

If you select "Other country/area", please enter the details in the field below.

(postal code)
8576

Telephone number

+ (country) - (city) - (area) - (number)
+ 81 - 22 - 795 - 3775

Emergency Contact

Name of parent(s), guardian(s)

Sendai Taro

Relationship with applicant

Father

Age

50

Occupation

civil servant

Address

(number, street, Apt. No., city, state)
1234 Aoba Sendai, 321-321

(country)
Japan

If you select "Other country/area", please enter the details in the field below.

(postal code)
1321-22

Telephone number

+ (country) - (city) - (area) - (number)
+ 81 - 22 - 795 - 3745

Emergency E-mail address (if any)

Passport

Already have passport

Passport number

Expiration date (yyyy-mm-dd)

(year) / (month) / (day)

Click "Form2" after filling out Form1.

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4. Fill out Form2

STEP 1. Application



Apply



Submit

Form 1 saved successfully.

Form 1

Form 2

Form 3

Form 4

Form 5

File Upload

SAVE

Procedures

1. Fill out all forms.
2. Please type only in Standard Roman alphabet, unless otherwise indicated. (Characters with diacritic marks like "á", "ç" or "ë" cannot be accepted.)
3. To save your data, click "SAVE" before leaving the current page.
4. Click the "File Upload" button to upload the required documents.

FORM 2. ACADEMIC BACKGROUND

Home University

Country	Australia	* Required
University	Faculty of Engineering and Information Technology, Griffith University If you select "Other", please enter the details in the field below.	* Required
Department	Department of Software	* Required
Major	computer algorithm	* Required
Current year at home university	Master 2nd	* Required
Expected year at home university when applicant starts studying at Tohoku University	Master 2nd	* Required
Date of admission of current university (yyyy-mm-dd)	(year) / (month) / (day) 2018 / 10 / 01	* Required
Expected date of graduation (yyyy-mm-dd)	(year) / (month) / (day) 2022 / 09 / 30	Applicants must be enrolled in their home university as regular students during their exchange period. * Fall semester: Oct. 2019-Mar. 2020

High School

Country or area	Australia If you select "Other country/area", please enter the details in the field below.
High school	abcd high school
Date of admission (yyyy-mm)	(year) / (month) 2016 / 10
Date of graduation (yyyy-mm)	(year) / (month) 2018 / 09

Others

Country or area	
School name	
Department	
Major	
Date of admission (yyyy-mm)	(year) / (month) /
Date of graduation (yyyy-mm)	(year) / (month) /

Applicants must be enrolled in their home universities as regular students during their exchange period.

*Spring semester:
2020/Apr.-2020/Sep.

*Fall semester:
2020/Oct.-2021/March.

Form 1

Form 2

Form 3

Form 4



Form 5

File Upload

SAVE

5. Fill out Form3

STEP 1. Application

 **Apply**  **Submit**

Form 1 saved successfully.

Form 1 Form 2 **Form 3** Form 4 Form 5 File Upload SAVE

Procedures

1. Fill out all forms.
2. Please type only in Standard Roman alphabet, unless otherwise indicated. (Characters with diacritic marks like "ä", "ç" or "ë" cannot be accepted.)
3. To save your data, click "SAVE" before leaving the current page.
4. Click the "File Upload" button to upload the required documents.

FORM 3. LANGUAGE PROFICIENCY

English

English Would be able to catch up with classes conducted in English * Required

English proficiency test **TOEFL**

English proficiency test score **ibt81**

Japanese

Japanese **Native or equivalent** * Required

(JLPT) Japanese proficiency test **N1**

(SPOT) Japanese proficiency test score **78**

Form 1 Form 2 Form 3 **Form 4** **Form 5** File Upload SAVE

ku University T-cens

For DEEP-Bridge applicant:
65 or higher SPOT test score is required.
Go to <https://bit.ly/2IkTIVt> (A Free Test)

Click "Form5" .
Form4 is NOT required.

Minimum Language Proficiency:

JYPE, IPLA, COLABS	TOEFL iBT® Test 79 or equivalent
DEEp-Bridge (UG)	TTBJ/SPOT 65 https://bit.ly/2IkTIVt TOEFL iBT® Test 79 or equivalent
DEEp-Bridge(G)	TTBJ/SPOT 85 or TOEFL iBT® Test 79 or equivalent
DEEP	JLPT N1 http://www.jlpt.jp

IMPORTANT:

Insufficient language proficiency will be met with refusal of application.

5. Fill out Form5

Form 3 saved successfully.

Form 1 Form 2 Form 3

Procedures

1. Fill in
2. Plan
3. To
4. Cl

Choose the duration carefully as an extension request is not acceptable after selection in principal.

marks like "ã", "ç" or "ë" cannot

FORM 4

Study Plan at Tohoku University

Duration of stay

Faculty / Graduate School
Graduate School of Information Sciences

Desired host researchers, keywords of research field
Desired host researchers, Keywords of research fields
Prof. Ichiro Tohoku, Robot/ Human-Robot Coordination/Teleoperation
Prof. Hanako Sendai, Cognitive science
Prof. Saburo Aoba, Reality/ Robotics/ Haptic I
high-performance computing / artificial intelligence / information security

*Applicants in IPLA:
Leave blank or enter "N/A"

Summary of statement of purpose
From academic point of view, describe in detail what you wish to accomplish and how you plan to carry out your research/study in Tohoku University. (250 words at minimum, up to 400 words)
(DEEP/DEEp-Bridge申請者)
あなたが東北大学で行いたい研究や学習の詳細と予定を説明してください。
(日本語で1000字程度)

GPA calculated using JASSO's GPA calculation method (up to 3.00)

Refer to "Calculating GPA" section in [JASSO scholarship information](#) for the JASSO's GPA calculation method.
* Round off to two decimal places
* Required

IMPORTANT:
Enter 2-3 desired host researchers from **ONE of the department** listed on the 'Department List' on the next page. (except for IPLA applicant)

In case no candidates are described or choose researchers from multiple departments, your application would meet refusal.

IMPORTANT:
Make sure to state 250 words or more. Otherwise your application would meet refusal.

JASSO scholarship

Apply for JASSO scholarship

If you select "No", please select the reason for not applying.

Applying

Name of the scholarship
Aoba Sendai scholarship

Monthly stipend (Expected)

Applicant can apply for JASSO scholarship only this time and cannot apply once this online application submitted.
Read [JASSO scholarship information](#)
* Required

Excluding travel expenses and student loans.
* Required

10 per month at least to live in

File Upload SAVE

T-cens

IMPORTANT:
Exchange applicants who hold 2.30/3.00 or higher JASSO GPA score are eligible for the JASSO scholarship.

If you wish to apply, be sure to read through the "JASSO scholarship information" beforehand.

List of departments applicable for exchange students

You can find candidate host researchers and departments/study fields at the following websites.

JYPE:

Faculty of Science	http://www.sci.tohoku.ac.jp/english/department/
School of Engineering	http://www.eng.tohoku.ac.jp/english/departments/
Faculty of Agriculture Science	http://www.agri.tohoku.ac.jp/en/about/organization/index.html

COLABS, DEEP:

Graduate School of Science	http://www.sci.tohoku.ac.jp/english/department/
Graduate School of Engineering	http://www.eng.tohoku.ac.jp/english/departments/
Graduate School of Agricultural Science	http://www.agri.tohoku.ac.jp/en/about/organization/index.html
Graduate School of Medicine	http://www.med.tohoku.ac.jp/english/about/laboratory/areas_index.html
Graduate School of Dentistry	http://www.dent.tohoku.ac.jp/english/field/index.html
Graduate School of Pharmaceutical Sciences	http://www.pharm.tohoku.ac.jp/english/lab-e.shtml
Graduate School of Information Sciences	http://www.is.tohoku.ac.jp/en/laboratory/list_dept/
Graduate School of Life Sciences	http://www.lifesci.tohoku.ac.jp/en/research/
Graduate School of Environmental Studies	http://www.kankyo.tohoku.ac.jp/en/education.html
Graduate School of Biomedical Engineering	http://www.bme.tohoku.ac.jp/english/labo/



DEEP-Bridge:

Faculty / Graduate School of Arts and Letters	https://www.sal.tohoku.ac.jp/ip/grad/teachers.html
Faculty / Graduate School of Education	https://www.sed.tohoku.ac.jp/laboratory/researcher/
School / Graduate School of Law	http://www.law.tohoku.ac.jp/staff/
Faculty of Economics / Graduate School of Economics and Management	http://www.econ.tohoku.ac.jp/econ/page-teacher.html
Graduate School of International Cultural Studies(only for graduate students)	http://www.intcul.tohoku.ac.jp/english/course/structure.html

6. Upload required documents

Important: Incomplete documentation will be met with refusal of application.

STEP 1. Application

 **Apply**  **Submit**

Form 5 saved successfully.

Form 1 Form 2 Form 3 Form 4 **Form 5** File Upload

Procedures

- Upload the electronic copies of the required documents from the following upload form.
 - * You don't have to post or E-mail the required documents.
- Any file format may be used for items other than the Photo (photo must be in JPEG format). Files must be 2MB or less.

FileUpload

Downloads

Form1.Pledge	Download
Form2.Certificate of Enrollment	Download

Uploads

All files must be named as shown in the rightmost column.

1.Pledge No Upload	ファイルを選択 選択されています	Upload	Pledge.pdf
2.Copy of the applicant's Official Academic Transcript No Upload	ファイルを選択 選択されていません	Upload	*Required Transcript.pdf
3.Letter of Recommendation by academic adviser at home university No Upload	ファイルを選択 選択されていません	Upload	*Required Letter.pdf
4.Certificate of enrollment at home university No Upload	ファイルを選択 選択されていません	Upload	*Required Enrollment.pdf
5.Photocopy of certificate of language proficiency No Upload	ファイルを選択 選択されていません	Upload	*Required Language.pdf *No need to upload a certificate of English proficiency if applicant is a native speaker of English. *SPOT: Simple Performance- Oriented Test (apply/agree/)
6.Photocopy of passport identification page No Upload	ファイルを選択 選択されていません	Upload	not have his/her
7.ID photo No Upload	ファイルを選択 選択されていません	Upload	-faces forward by applicant without wearing a hat -nothing in the background (including shadows) -sharp and clear -taken within 3 months prior to submission

Must-use prescribed form
<https://bit.ly/2QSg1ll>

For DEEP-Bridge applicant:
Must-upload SPOT test result
<https://bit.ly/2lkTIVt>

File size must be 2MB or less per file

SUBMISSION

7. Press the “COMPLETE” button to submit the application then you will receive confirmation email from online application system shortly.

Applicant Information

Applicant ID	EXC00A180005
First Name	Taro
Family Name	Mita
Sex	Male
Birthday	1990-01-01
University	Ge4 - Global Education Exchanges for Engineers and Entrepreneurs
Nationality1	Albania

Message

Now	Date	Subject
NEW	2018-07-31 17:28:02	Welcome to T-cens Online Application System

Online Application Procedures

STEP 1: Application
Apply Submit

STEP 2: Registration Confirmation

Procedures

- To view the application form in PDF format, please click the PDF link.
- Confirm that the items on the following checklist have been completed.
- After the confirmation, click "COMPLETE" button to submit the application form.
- Once the application has been sent, you cannot make any change to application form.

Application

View Application

Registration Check-list

Application - Form1	Are you sure that you have entered all the necessary items?
Application - Form2	Are you sure that you have entered all the necessary items?
Application - Form3	Are you sure that you have entered all the necessary items?
Application - Form4	Are you sure that you have entered all the necessary items?
Application - Form5	Are you sure that you have entered all the necessary items?
Application - FileUpload	Are you sure you have uploaded all the necessary files?
Submit - Application	Did you check the contents of the Application?

Finalize your entry by pressing the COMPLETE button. Please note that you cannot revise your entries here.

Confirmation Email)

mita

差出人: T-cens.support@applicant.insc.tohoku.ac.jp
送信日時: 2018年1月5日金曜日 10:00
宛先: taro.mita.c3@tohoku.ac.jp
件名: [T-cens] Application confirmation

Dear Sir or Madam,

This is to let you know that your registration has been successfully completed.

Thank you for submission.

Student Exchange Division, Tohoku University

Press "COMPLETE" by deadline!

*Application Deadline: 3:00 PM on Nov 15, 2019 (JST)

*We do NOT accept any application materials by post or email

***Late application is unacceptable**

***No modifications are allowed after the submission**

Please review all information to be filled out and uploaded documents required before you complete the application.

!Attention!

If you fail to press the “COMPLETE” button by the deadline,
the application will NOT be submitted.


SCREENING AND FOLLOW-UP

Screening result will be announced via the T-cens as followings.

Only applicants who pass the screening will be admitted.



First screening result: around the end of Dec. 2019 (only to failed applicants)

Final screening results: by the beginning of Feb, 2020




Tohoku University

Exchange Programs Online Application for 2018 Enrollment



Applicant Information



Applicant ID	EXCOLA180001
First Name	First
Family Name	Family
Sex	Male
Birthday	0003-03-03
University	University of Victoria
Nationality1	Bangladesh
Nationality2	Bahrain
Program	Cooperative Laboratory Study Program (COLABS)
E-mail	icomcorp.name1+student1000@gmail.com

Account Management

Password	<input type="button" value="CHANGE PASSWORD"/>
Delete Account	<input type="button" value="Delete"/>



Message

InBox (1)



New	Date	Subject
NEW	2017-09-20 13:34:31	Welcome to the T-cens Online Application System

Online Application Procedures


STEP 1. Application

 Apply  Submit

STEP 2. Registration for Arrival Information

 Register  Submit

RESULT	Passed	JASSO SCHOLARSHIP	Awarded
Study Period	Spring semester and Fall semester	Faculty/School	法学部 教授 東北太郎
(important) Things you MUST do before studying abroad (click the link below)			
http://www.insc.tohoku.ac.jp/english/exchange/preparing_to_arrive/			

All rights reserved © Tohoku University

Others

Enrollment procedure

Successful applicants will be given instructions on your “Certificate of Eligibility” and TU dorm application after the screening results is announced.

Support for those who have health & medical concerns

Tohoku University provides support and advice such as counseling, consultations, and referrals for students who consider themselves to have health and medical issues.

After passing the screening, please let us know of the requests and about the service, if applicable.

However if you have anything you wish to clarify on this matter at the application stage, please do not hesitate to contact us. Student Exchange Division: studyab@grp.tohoku.ac.jp.

APPLICATION : FAQ

Q1:File uploader does not work(File upload)

Please change internet browser. Google Chrome often prevents any files from being uploaded on T-cens especially after the program update.

Q2 :ID photo data cannot be uploaded(File upload)

Please check if the file name is “Photo.jpg”. The file is rejected if the file name extension is upper capital. For example, “Photo.JPG” cannot be accepted.

Uploads

All files must be named as shown in the rightmost column.

Statement of Purpose / Study Plan No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required StatementOfPurpose(DEEP-Bridge).pdf
Copy of the applicant's Official Academic Transcript No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Transcript.pdf
Letter of Recommendation by academic adviser at home university No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Letter.pdf
Certificate of Enrollment at home university No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Enrollment.pdf
Photocopy of certificate of language proficiency No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Language.pdf *Do not need to upload a certificate of English proficiency if applicant is a native speaker
Photocopy of passport identification page No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Passport.pdf *Upload any ID card if applicant do not have passport at the time of application.
ID photo No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	*Required Photo.jpg *The aspect ratio must be 3:4 *A photo that shows the applicant picture *The applicant should face squarely to the camera *The applicant should remove any hats, caps or headwear *There should be a plain background *The photo must be sharp and clear. *The photo must have been taken within 6 months prior to submission.
Application form for JASSO scholarship No Upload	<input type="text"/>	<input type="button" value="参照"/> <input type="button" value="Upload"/>	JASSO_ApplicationForm.pdf

Form 1 Form 2 Form 3 Form 4 **Form 5** File Upload

Q3 How can I change the program?(General)

We need you to delete current account from T-cens (see image below) and ask your coordinator to nominate you via T-cens again.

The screenshot displays the T-cens Online Application System interface. On the left, there is a user profile section with a placeholder for a photo and a list of personal details: Applicant, First Name, Family Name, Sex, Birthday, University, Nationality, Nationality, Program, and E-mail. Below this is the 'Account Management' section, which includes a 'Password' field with a 'CHANGE PASSWORD' button and a 'Delete Account' field with a 'Delete' button highlighted by a red rectangle. The main content area on the right features an 'Inbox (1)' section with a table of messages. The table has columns for 'New', 'Date', and 'Subject'. A single message is listed with the date '2017-09-27 19:14:33' and the subject 'Welcome to T-cens Online Application System'. Below the inbox is the 'Online Application Procedures' section, which outlines two steps: 'STEP 1. Application' (with 'Apply' and 'Submit' buttons) and 'STEP 2. Registration for Arrival Information' (with 'Register' and 'Submit' buttons).

New	Date	Subject
NEW	2017-09-27 19:14:33	Welcome to T-cens Online Application System

Online Application Procedures

STEP 1. Application

Apply Submit

STEP 2. Registration for Arrival Information

Register Submit

Account Management

Password

Delete Account